COUNTY OF YORK
MEMORANDUM

DATE: April 14, 2006 (BOS Mtg. 5/2/06)

TO: York County Board of Supervisors

FROM: James 0. McReynolds, County Administrator

SUBJECT: Approval of Procurement Action

The attached resolution provides for the approval of County purchases by the Board of Supervisors in accordance with its policy for procurements of over $30,000. The Board's approval is requested for procurement of the following:

> *Edgehill South Drainage Study and Design* — A Request for Proposals (RFP) was issued and advertised to acquire the services of an engineering firm to perform study and design services for the Edge Hill Subdivision and adjacent properties towards Fort Eustis Boulevard and the Poquoson River. Property owners within this area have reported problems with inadequate drainage and occasional flooding. The engineering firm shall analyze the entire drainage system (including some non-tidal wetlands, waters of the US, and surface waters of the State) within the study area, including roadside ditches, culverts, rear and side yard ditches and swales, outfall channels, as well as downstream culverts which will be effected by any increased flows (e.g. railroad tracks, Country Lane and Denbigh Boulevard. etc.) and evaluate the adequacy of each. These services are needed to provide the information necessary to define the viable options for addressing the existing drainage issues and to determine the estimated cost of each option. Ten firms responded to the RFP, and two firms were interviewed by the evaluation committee. Negotiations were conducted with the firm ranked number one, Rummel, Klepper & Kahl (RKK), and a contract was agreed upon in the amount of $103,680. Sufficient funds are available in the Capital Improvements Program (CIP) to complete the design of this project.

This procurement has been conducted in accordance with State procurement laws and/or County procurement policy, and I recommend it be approved through the adoption of Proposed Resolution R06-56.

Sawyer/3681
Attachment
• Proposed Resolution R06-56